

DEPARTMENT OF CORPORATIONS
Securities Regulation Division

Dear Investor:

Before filling out the attached complaint form, please carefully read the following guidelines. These guidelines will assist you in understanding our functions and limitations.

WHAT WE CAN DO:

We evaluate and review complaints against investment advisers, broker-dealers and/or their agents for any alleged violations of the California Corporate Securities Law of 1968 and the Rules promulgated thereunder. We are empowered to bring administrative actions, civil lawsuits or refer the appropriate matters to the District Attorney, Securities and Exchange Commission and the State Attorney General.

WHAT WE CANNOT DO:

Because this Department is an Administrative Agency and is not empowered to adjudicate any matter. As such, we **CANNOT**:

- give you legal advice;
- act as your private attorney or act as a court of law;
- order that monies be refunded or contracts be cancelled; or
- award damages.

If your purpose in filing this complaint is to recover monetary losses, we suggest that you file your complaint with us and also consult with a private attorney or request arbitration hearing. You may contact the following agencies regarding arbitration:

NATIONAL ASSOCIATIONS OF SECURITIES, DEALERS, INC. ("NASD"):

Southern California (213) 613-2680

Northern California (415) 882-1234

AMERICAN ARBITRATION ASSOCIATION ("AAA"):

Southern California (213) 383-6516

Northern California (415) 981-3901

HOW YOU CAN HELP US:

a. Summarize your complaint in a concise manner using the following guidelines:

1. Tell us **WHAT** happened. Start from the beginning and describe what happened. Be specific as to what was said and who said it.
2. Tell us **WHO** (use full names) you had conversation(s) with regarding this matter, including who initially contacted you.
3. Tell us **WHEN** any conversations, transactions or acts took place (specify dates and times) if possible.
4. Tell us **WHERE** any conversations, transactions or acts took place.
5. Tell us **HOW** you initially learned about the investment. How were you contacted? Were you solicited? If yes, ("how ") were you solicited (e.g. cold call, mass mailing, etc.).
6. Tell us **WHY** you invested. What induced you to invest?

b. Physical and documentary evidence is extremely important to document your claim. You should photocopy all documents such as contracts, agreements, certificates, notes, confirmations, legible copies of checks (front and back) if any, monthly customer statements, new account documentation, etc., and attach them to your written complaint form.

PLEASE DO NOT SEND ORIGINALS. WE CANNOT BE RESPONSIBLE FOR THEIR SAFEKEEPING. ALL DOCUMENTS SUBMITTED WILL BE RETAINED BY THE DEPARTMENT AND WILL NOT BE RETURNED TO YOU.

- c. **Please type or print clearly in ink your summary.**
- d. Should you have any questions concerning this form, please contact the Department of Corporations, Securities Regulation Division (Complaint Unit), in **LOS ANGELES at (213) 576-7650** during our regular business hours (8:00am-4: 45pm)
- e. Upon completion of **ALL** sections of the complaint form, please mail with any attachments to:

Department of Corporations
Securities Regulation Division
Broker-Dealer/Investment Adviser Complaint Unit
320 West 4th Street, Suite 750
Los Angeles, California 90013-1105

Your complaint will be assigned to one of our staff for review and analysis.

A COPY OF COMPLAINTS FILED WITH THE DEPARTMENT MAY BE SENT TO THE BROKER-DEALER OR INVESTMENT ADVISER TO AID OUR INVESTIGATION.

DEPARTMENT OF CORPORATIONS
 LOS ANGELES, CALIFORNIA

**DEPARTMENT OF CORPORATIONS
 SECURITIES REGULATION DIVISION
 BROKER-DEALER/INVESTMENT ADVISER
 COMPLAINT FORM**

1. FULL NAME:

Last Name	First Name	Middle
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RESIDENCE:

Street Address

City	State	Zip Code
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MAILING ADDRESS:

Street Address

City	State	Zip Code
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Occupation _____ Bus. Telephone () _____ Res. Telephone () _____

I DECLARE, I HAVE A COMPLAINT AGAINST:

2. Full Name(s):

("Respondent")

 (Corporation, Proprietor, and Partnership)

 Street Address (include: room, suite or apt. no., if applicable)

City	State Zip	Code
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() _____	_____
Firm's Telephone Number	Brokerage or Advisory Acct.

3. Full Name:

 Salesperson(s), Agent(s), or other Representative(s) (include middle initial, if applicable)

4. Have you had a previous business or personal relationship with the firm or any of its partners, officers, directors or controlling person?

() No () Yes () Business () Personal How Long (____)

If yes, please provide the name(s) and a brief explanation as to the nature and duration of the relationship(s).

5. Complete name and description of the investment or the type of security involved (e.g. common stock partnership interest, certificates of deposit, etc.):

Security:	Date(s)	Amount(s) you invested

6. How and when did you first hear of the investment opportunity (e.g., ad in newspaper/Magazines or personal solicitation). If you were solicited by telephone or by other means, indicate by whom and what representations, if any, were made.

7. Have you already directly contacted the business, firm or individuals regarding your complaint?

() Yes () No

If yes, include the name(s) of the person(s) and dates contacted.

What was the result of the contact (if any):

Attach a copy of all written correspondence between yourself and the respondent.

8. Have you filed this complaint with another regulatory, law enforcement or consumer protection agency?

() Yes () No

If yes, provide name(s) and address(es) of agency and the name(s) and telephone number(s) of the person(s) handling the matter. Attach a copy of the complaint(s) and advise us as to the disposition of the matter(s).

9. Have you filed for arbitration or received a decision from an arbitrator?

() Yes () No

If yes, provide a copy of the statement of claim and/or a copy of the arbitrator's summary of findings to this form.

10. Have you filed a civil action (lawsuit) in any court? If yes, provide the name of the county, case number and date filed.

() Yes () No

What was the result of action, if any:

11. Are you willing to appear as a sworn witness to testify, and be cross-examined concerning the allegations made in this complaint?

() Yes () No

12. Please estimate your net worth (exclusive of any automobiles, home furnishings and houses) at the time you made the investment:

() \$10,000 - 25,000 () \$50,000 - 100,000 () \$150,000 - 200,000 () \$500,000 - 1,000,000
() \$25,000 - 50,000 () \$100,000 - 150,000 () \$200,000 - 500,000 () \$1,000,000 or above

13. What was your annual income at the time of the investment?

14. Please explain in detail your previous investment experience if any. Indicate the type(s) of investment(s) and dollar amount(s) typically invested and your level of risk tolerance and your investment objective(s).

15. Were you ever asked about your risk tolerance level, investment objectives or previous investment experience by any of the individuals named in this complaint?

() Yes () No

If yes, please explain and provide any dates and times.

16. Do you normally rely on investment recommendation of others (e.g. Investment Adviser, Financial Planner, StockBroker, etc.).

() Yes () No

If yes, **who**? Please include name, address, and professional title and telephone number.

17. List the names, addresses and phone numbers of other individuals who you believe may have also invested in this investment or may , have a similar complaint or further knowledge of the investment.

18. On a separate sheet of paper (print in ink or type) a brief statement describing the circumstances surrounding your complaint. Your description should begin with the date of your first contact with the respondent, to the present. Keep the dates and events in sequence. **(Refer to the Complaint Form Instructions.)**

REMEMBER TO INCLUDE THE FULL NAMES OF ALL INDIVIDUALS AND INCLUDE ALL WITNESSES PRESENT DURING THE TRANSACTION (S). TRY TO ANSWER THE QUESTIONS WITH" WHO, WHAT, WHEN, WHERE, WHY & HOW".

I UNDERSTAND THAT A COPY OF THIS COMPLAINT MAY BE SENT TO THE BROKER-DEALER OR INVESTMENT ADVISER TO INVESTIGATE.

Complainant's Signature

Date

NOTICE REQUIREMENT BY THE INFORMATION PRACTICE ACT OF 1977

(Section 1798.17 of the California Civil Code)

(a) The State of California, Department of Corporations, Securities Regulation Division, requests the information solicited by the forms attached to this notice.

(b) The Department's Chief Administrative Officer, 980 9th Street, Suite 800, Sacramento, California 95814-3610, (916) 445-5541, is responsible for the system of records and shall, upon request, inform an individual regarding the location of this or her records and the categories of any persons who use the information in those records.

(c) The records are maintained pursuant to one or more of the following statutes: Business and Professions Code, Sections: 11764; 11765.8; 17766.5 and 17771. Corporations Code, Sections 25111, 25112, 25113, 25121, 25131, 25151, 25160, 25211, 25231, 25530, 25531, 25610, 27003, 27102, 27104, 27105, 31111, 31112, 31400, 31401 and 31502; Financial Code, Sections 12201, 12204, 12216, 12220, 12300, 14151, 14201, 14250, 14252, 17201, 17209. 17209.1, 17213.5, 17400, 18115, 18117, 18146, 18345, 18347, 22201, 22206, 22400, 24201, 24206, 24210, 24400, 24601, 24614, 26201, 26206, 26210, 26400, 26601, 26614, 30006, 30204, 30205, 30206, 30217 and 30606; Health and Safety Code, Sections 1344, 1351, 1351.1, 1352 and 1353; and Government Code, Sections 7470, 7473 and 7474.

(d) The submission of all items of information is voluntary.

(e) The Securities Regulation Division of the Department of Corporations does not contemplate taking official action against you to compel production of the requested information if all or any part of the requested information is not provided.

(f) The principal purposes within the Department of Corporations for which the information is to be used is as part of the process to determine whether (1) a license, qualification, registration, or other authority should be granted, denied, revoked, or limited in any way; (2) business entities or individuals licensed or regulated by the Department of Corporations are conducting themselves in accordance with the applicable laws; and/or (3) laws administered by the Department of Corporations are being or have been violated and whether administrative action, civil action, or referral to appropriate federal, state, or local law enforcement or regulatory agencies is appropriate.

(g) Any known or foreseeable disclosures of the information pursuant to subdivisions (e) or (f) of Section 1798.24 may include transfers to other federal, state, or local law enforcement or regulatory agencies.

(h) Subject to certain exceptions or exemptions, the Information Practices Act grants an individual a right of access to personal information concerning the requesting individual which is maintained by the Department of Corporations. However, Section 6254 of the Government Code provides that records of complaints to or investigations conducted by the Department of Corporations are exempt for disclosure except as required by law. Additionally, Section 1040 of the Evidence Code provides a privilege against disclosure of official information where a court determines that the necessity for confidentiality outweighs the public interest in disclosure.